

## **FORENSIC TECHNICIAN**

### **DEFINITION:**

Under general supervision, to examine and compare fingerprints; to design and produce trial exhibits; to provide routine investigative technical support; and to perform related work.

### **DISTINGUISHING CHARACTERISTICS:**

This class is allocated only to the District Attorney's Bureau of Investigation. Forensic Technicians provide routine, investigative, technical support for attorneys and sworn investigators. This class differs from the class of District Attorney Investigative Technician in that the latter performs investigative support of a highly technical nature. This class differs from the Latent Print Examiner class in that the latter is allocated only to the Sheriff's Department and performs latent (partial) print analysis.

### **EXAMPLES OF DUTIES:**

Records, categorizes, and files rolled inked and electronic ten print, fingerprint cards; compares and classifies fingerprints using recognized techniques; establishes or eliminates the identity of specific individuals by visually inspecting, examining, and matching inked or electronic fingerprints; requests/receives and processes completed hard copy fingerprint cards prepared by the Sheriff Department, other County departments, and other Federal, State, and local law enforcement agencies and courts; evaluates cards to ensure clarity of print characteristics and checks each card for administrative completeness; sorts, files, and retrieves hard copy fingerprint cards and maintains a manual filing system; takes suspects' fingerprints to obtain better quality prints using inked and electronic fingerprinting techniques; photographs live line-up of suspects; testifies in court regarding the examination of inked/electronic fingerprints of specific individuals; photographs crime scenes and other items of evidence; performs limited processing and enlargement of photographs and negatives; videotapes criminal suspects, crime scene activities, and other related events; edits and duplicates audio and video recordings; consults with attorneys concerning the production and presentation of evidence; operates photographic, audio-visual, computerized, and other electronic equipment in producing trial exhibits; creates sketches and formal diagrams of crime scenes; may perform mounting of smaller photographs, maps, diagrams, and other related information in producing trial exhibits; may coordinate internship programs for respective District Attorney branch offices, which includes the recruitment, selection, and supervision of student interns in fingerprint analysis; and performs related duties.

### **MINIMUM QUALIFICATIONS:**

#### **Knowledge of:**

- Fingerprint comparison and identification techniques.
- Operation and use of photography, audio-visual, and computer equipment including basic computer-aided design programs.
- Basic, photographic, film processing and printing.
- Chain of evidence procedures.
- Effective case filing, and office practices and procedures.
- Standard office equipment, including computer terminals and printers.

**Skills and Abilities to:**

- Recognize fingerprint forms.
- Compare and accurately identify fingerprints by comparing prints to known candidate prints.
- Operate photography, audio-visual, and computer equipment.
- Manage a large workload and meet specified deadlines.
- Design, produce, and present a wide variety of trial exhibits.
- Prepare detailed, concise reports and maintain records.
- Effectively communicate in oral and written form.
- Establish and maintain effective working relationships with attorneys, investigators, and representatives from outside agencies.
- Take photographs and video of crime scenes, which vary in locations, to include aerial photography.

**EDUCATION/EXPERIENCE:**

Education, training, and/or experience, which demonstrates possession of the knowledge and skills listed above. Examples of such education/experience are:

1. Two (2) years of experience comparing and identifying fingerprints to determine the prints' usability in the areas of civil and criminal investigations, and providing technical investigative support to law enforcement personnel, attorneys, or other investigative personnel, which must have included designing and producing a variety of exhibits presented in court; **OR**,
2. One (1) year of combined experience comparing and identifying fingerprints to determine the prints' usability in the areas of civil and criminal investigations, and providing technical investigative support to law enforcement personnel, attorneys, or other investigative personnel, which must have included designing and producing a variety of exhibits presented in court; **AND** the successful completion of an Associates' Degree in evidence technology or a related field from an accredited institution or a Federal, State or local agency.

**SPECIAL NOTES, LICENSES, OR REQUIREMENTS:****Notes:**

Candidates must qualify as a fingerprint identification expert in Federal or State court during 12 months probation period.

**License:**

A valid California Class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment or the ability to arrange necessary transportation for field travel. Employees in this class may be required to use their personal vehicle.

**Physical Requirements:**

Work requires the ability to visually scan and/or stare at photographs and fingerprints to look for fine differences.

**Background Investigation:**

Candidates must have a reputation for honesty and trustworthiness with no felony convictions. Misdemeanor convictions may be disqualifying depending on number, severity, and recency.

**Probationary Period:**

Incumbents appointed to permanent positions in this class shall serve a probationary period of 12 months (Civil Service Rule 4.2.5).